

**Vineyard Haven Public Library Building Design and Construction Committee**  
**Meeting Minutes for Thursday, October 31<sup>st</sup>, 2019**  
**Held at the Vineyard Haven Public Library**

Committee Members Present: Andrew Flake (Vice-Chair); Hal Garneau; Paul Munafo (Chair); Jim Norton; Sandy Pratt (Ex-Officio); Ben Robinson; Amy Ryan (Ex-Officio).

Also attending via teleconference: Maryann Thompson and Doug Jack from Maryann Thompson, Architects (MTA)

Meeting came to order at 9:10 a.m. following a moment of silence to recognize passing of Ian Aitchison.

Approval of minutes of prior meetings was deferred.

SPratt and ARyan reported on Tisbury Zoning Board of Appeals hearing for neighboring Goldberg/Malone property at 188 Main Street, that they attended. The request for a special permit to expand a pre-existing non-conforming structure was approved with stipulation that there would be no additional curb cuts.

MThompson reported on her research discussions on contractor requirements given likelihood that most project funds would be held by private foundation and suggested contacting Debbie Anderson, Assistant Attorney General, to advise on state laws about union labor/prevaling wage requirements.

Discussion was held on potential for replacement floor coverings to be completed with funds already appropriated. ARyan will schedule meeting with Kirk Metell, Tisbury Facilities Manager, to plan what can be done this year, and also to review capital plan and deferred maintenance checklist.

Zones were identified for immediate renovations and those that will be part of addition project. Entire basement and upstairs front including children's can be done prior to renovation. DJack shared preliminary pricing \$30-\$50 per square foot for wool vs. \$20 or less for synthetic carpet tile, including labor, and Marmoleum at \$20 per square foot. Consider using more affordable option in basement. DJack and BRobinson will do additional research on materials/suppliers.

The Committee reviewed Design Development progress package via screenshare, including location of basement door in stacks and from machine room, finishes on kitchen, details of windows and doors, and acoustics/soundproofing. Copper roof suggested for new addition. Could be on list of deducts, since aluminum would be half the price. Pine could also be a less expensive alternative to white oak. Discussion on art wall and whether enough space is being left windowless for display equivalent to current basement art display. Noted it might be difficult to display art on barn door area do to need to get carts of chairs in and out.

The Committee also reviewed preliminary HVAC engineering. It was noted that the undersized upstairs duct runs were salvageable but those to the basement are ineffective. Long term, may need 2<sup>nd</sup> air handler to feed basement. Could plan for future phase full HVAC upgrade, and size new unit in new room to also pick up basement.

Discussion was held on who will do the estimate for Design Development phase; current estimator RLB not yet used in detail stages. There was consensus that may be preferable to work with someone new, MTA will research.

PMunafo agreed to call Debbie Anderson, Assistant Attorney General and report back at next meeting.

Meeting adjourned at 10:20 a.m.

Respectfully submitted,  
Amy Ryan

Approved 2/14/2020



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